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Draft Date: 04/14/2010  
Date Adopted: \_\_\_\_\_  
Date Effective: \_\_\_\_\_

**WHEREAS**, administrative advisory organizations were created to assist the City Manager and City Council in various endeavors; and

**WHEREAS**, the Cultural Arts Board (CAB) was created as an advisory board to the City to promote the Utah Cultural Celebration Center, culture, art history and the sister city relationships for the betterment of the city and its residents; and

**WHEREAS**, the CAB ordinances and related advisory board ordinances required an update to reflect new operations; and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of West Valley City, Utah, as follows:

**Section 1. Repealer.** Any other provision of the West Valley City Municipal Code found to be in conflict with this Ordinance is hereby repealed.

**Section 2. Enactment.** Section 3-10-1208 of the West Valley City Code is hereby enacted.

**Section 3. Amendment.** Sections 3-10-703, 3-10-705, 3-10-801, 3-10-804, 3-10-901, 3-10-904, 3-10-1004, 3-10-1101, 3-10-1104, 3-10-1201 and 3-10-1204 of the West Valley City Municipal Code are hereby amended as follows:

## CHAPTER 3-10 ADMINISTRATIVE ADVISORY ORGANIZATIONS

Sections:  
3-10-100P Part 1—Administrative Advisory Organizations.  
3-10-101. Creation.  
3-10-102. Membership.  
3-10-103. Duties.

47 3-10-200P Part 2—Volunteer Advisory Committee.  
48 3-10-201. Definitions.  
49 3-10-202. Volunteer Advisory Committee.  
50 3-10-203. Duties.  
51 3-10-204. Status.  
52 3-10-205. Status of Community Service Workers.  
53 3-10-206. Expenses.  
54 3-10-207 Credit.  
55 3-10-208. Conflict of Interest.  
56 3-10-300P Part 3 Parks and Recreation Advisory Committee.  
57 3-10-301. Members.  
58 3-10-302. Duties.  
59 3-10-303. Length of Terms.  
60 3-10-304. Officers.  
61 3-10-305. Policies and Procedures.  
62 3-10-306. Funds.  
63 3-10-400P Part 4 – Youth City Council.  
64 3-10-401. Youth City Council.  
65 3-10-402. Purpose.  
66 3-10-403. Length of Terms.  
67 3-10-404. Officers.  
68 3-10-405. Bylaws.  
69 3-10-406. Operations.  
70 3-10-500P Part 5 – West Valley City Clean and Beautiful Committee.  
71 3-10-501. West Valley City Clean and Beautiful Committee.  
72 3-10-502. Purpose.  
73 3-10-503. Length of Terms.  
74 3-10-504. Officers.  
75 3-10-505. Bylaws.  
76 3-10-506. Operations.  
77 3-10-600P Part 6 – Storm Water Advisory Board.  
78 3-10-601. Members.  
79 3-10-602. Duties.  
80 3-10-603. Length of Terms.  
81 3-10-604. Officers.  
82 3-10-605. Bylaws.  
83 3-10-606. Funds.  
84 3-10-700P Part 7 – West Valley City Cultural Arts Board.  
85 3-10-701. West Valley City Cultural Arts Board Creation. West Valley City Municipal Code  
86 Title 3 – Executive Branch Title 3 – Page 38 Revised 8/27/09  
87 3-10-702. Purpose.  
88 3-10-703. Membership.  
89 3-10-704. Governance.  
90 3-10-705. Operations.  
91 3-10-800P Part 8—West Valley City Arts Council.  
92 3-10-801. West Valley City Arts Council.

93 3-10-802. Purpose.  
94 3-10-803. Governance.  
95 3-10-804. Operations.  
96 3-10-900P Part 9 – Historical Society.  
97 3-10-901. Historical Society.  
98 3-10-902. Purpose.  
99 3-10-903. Governance.  
100 3-10-904. Operations.  
101 310-1000P Part 10 – West Valley City Sister City Committee  
102 3-10-1001. West Valley City Sister City Committee.  
103 3-10-1002. Purpose.  
104 3-10-1003. Governance.  
105 3-10-1004. Operations.  
106 3-11-1100P Part 11 – West Valley City Utah Cultural Celebration Center Advisory Board.  
107 3-10-1101. West Valley City Cultural Celebration Center Advisory Board.  
108 3-10-1102. Purpose.  
109 3-10-1103. Governance.  
110 3-10-1104. Operations.  
111 3-10-1200P Part 12 – Advisory Board Governance.  
112 3-10-1201. Application.  
113 3-10-1202. Purpose.  
114 3-10-1203. Meetings.  
115 3-10-1204. Elections.  
116 3-10-1205. Duties of Officers.  
117 3-10-1206. Removal of Resignation.  
118 3-10-1207. Voting.  
119 3-10-1208. Property of the City  
120 3-10-1300P Part 13 – Audit Review Committee.  
121 3-10-1301. Members.  
122 3-10-1302. Duties.  
123 3-10-1303. Length of Terms.  
124 3-10-1304. Officers.  
125 3-10-1305. Funds.

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## 127 **3-10-700P PART 7 – WEST VALLEY CITY CULTURAL ARTS BOARD**

128

### 129 **3-10-703. MEMBERSHIP.**

130

131 (1) CAB shall consist of **at least** eleven members. **The following voting members** ~~which~~ shall be  
132 appointed by the City Manager with the advice and consent of the City Council ~~but which~~  
133 **and** shall include the Assistant City Manager, one Council person, one member of the West  
134 Valley City Arts Council, one member of the Utah Cultural Celebration Center Advisory  
135 Board, one member of the West Valley City Historical Society, ~~and~~ one member of the West  
136 Valley City Sister City Committee, one member of the UCCC Foundation, **one member of**  
137 **the West Valley City Symphony, and two members representing Salt Lake County, one**  
138 ~~member~~ of the community at large, and an Executive Director.

- 139
- 140 (2) The term of appointment for each of the members shall be ~~one (1)~~ two (2) years.
- 141
- 142 (3) The City Manager shall appoint an Executive Director of CAB with the advice and consent of
- 143 the City Council. The Executive Director shall serve at the pleasure of the City Manager and
- 144 the City Council.
- 145
- 146 (4) The City Manager shall fill any vacancy as soon as possible after notification of the vacancy.
- 147
- 148 (5) Four voting members shall constitute a quorum, but all four must vote unanimously to
- 149 approve an action.
- 150
- 151 (6) Nonvoting members of CAB shall be designated "Friends of CAB". Friends of CAB shall
- 152 receive all the notifications and information that voting members of CAB receive. Friends of
- 153 CAB shall participate in all CAB supported missions and programs.
- 154

155 **3-10-705. OPERATIONS.**

156

- 157 (1) CAB may, with prior approval of the City Manager or designee, conduct any activities that
- 158 further the purpose set forth in this Part. In addition, CAB shall establish a mission statement
- 159 and additional by-laws for the operation of itself and each of its member organizations. The
- 160 mission statement and by-laws shall be approved by the City Manager and City Council prior
- 161 to implementation.
- 162
- 163 (2) CAB as directed by the City Manager or designee shall act on behalf of all of its members as
- 164 a whole and shall act solely for the benefit of the City as a whole.
- 165
- 166 (3) CAB may also act to create and maintain a City controlled ~~public non-profit corporation~~
- 167 ~~entity~~ for the sole purpose of soliciting and accepting funds for CAB and other member
- 168 ~~advisory board purposes~~. Such ~~public non-profit corporation~~ ~~entity~~ shall be subject to the
- 169 control of the City Council.
- 170
- 171 (4) CAB at the direction of the City Manager through the Executive Director shall monitor each
- 172 of the member advisory boards and provide a substantive annual report of the activities of
- 173 CAB and of each member advisory board.
- 174
- 175 (5) CAB shall, at the direction of the City Manager, review and make recommendations to the
- 176 City Manager regarding the conduct and budgeting of all proposed functions of all member
- 177 boards.
- 178

179 **3-10-800P PART 8 - WEST VALLEY CITY ARTS COUNCIL**

180

181 **3-10-801. WEST VALLEY CITY ARTS COUNCIL.**

182

- 183 (1) There is hereby created the West Valley City Arts Council.
- 184

- (2) The Arts Council shall consist of up to 13 members, which shall be appointed by the City Manager with the advice and consent of the City Council. Members shall serve a two (2) year term.

### **3-10-804. OPERATIONS.**

- (1) As allowed by this ordinance, other applicable law, and with the prior approval of the City Manager, the Arts Council may:

- a. Organize performances of plays, music and other theatrical events;
- b. Organize arts displays and exhibits;
- c. With prior ~~City Manager and City Council~~ approval from CAB, solicit funding or conduct fund-raising events to advance the arts within West Valley City and to accomplish the other purposes for which the Arts Council was created;
- d. With prior ~~City Manager and City Council~~ approval from CAB, conduct other activities necessary to further the goals of the City.
- e. With prior City Council approval, perform any other function that would further the purposes described in Section 3-10-802.

- (2) The collection and expenditure of funds by the Arts Council shall be under the direction of ~~the City Manager and City Council~~ CAB and pursuant to budgeting and accounting procedures currently established by City ordinance and related policies, State law and other applicable regulations.

### **3-10-900P PART 9 - HISTORICAL SOCIETY**

#### **3-10-901. HISTORICAL SOCIETY.**

There is hereby created a Historical Society, composed of up to thirteen (13) members, which shall be appointed by the City Manager with the advice and consent of the City Council. Members shall serve two (2) year terms.

#### **3-10-904. OPERATIONS.**

- (1) As allowed by this ordinance, and other applicable law, and with the prior approval of the City Manager, the Historical Society may:

- a. Organize historically related performances and other events;
- b. Organize historical displays and exhibits;

- c. With prior City Manager and City Council approval, solicit funding or conduct fund-raising events to advance ~~the arts~~ historical preservation within West Valley City and to accomplish the other purposes for which the Historical Society was created;
- d. With prior City Manager and City Council approval, conduct other activities necessary to further the goals of the City.
- e. With prior City Council approval, perform any other function that would further the purposes of CAB.

- (2) The collection and expenditure of funds by the Historical Society shall be under the direction of ~~the City Manager and City Council~~ CAB and pursuant to budgeting and accounting procedures currently established by City ordinance and related policies, State law and other applicable regulations.

### **3-10-1000P PART 10 - WEST VALLEY CITY SISTER CITY COMMITTEE**

#### **3-10-1001. WEST VALLEY CITY SISTER CITY COMMITTEE.**

- (1) There is hereby created the West Valley City Sister City Committee.
- (2) The Sister City Committee shall consist of up to 13 members, which shall be appointed by the City Manager with the advice and consent of the City Council. ~~Members shall serve two~~ (2) year terms.
- (3) The Sister City Committee may create subcommittees and use volunteers who are not on the Committee to accomplish its purposes.

#### **3-10-1004. OPERATIONS.**

- (1) As allowed by this Ordinance, the Bylaws, and other applicable law, and with the prior approval of the City Manager, the Sister City Committee may:
  - a. Seek out methods of maintaining appropriate Sister City relationships; and
  - b. Serve as the liaison between the City and the Sister City; and
  - c. Maintain the City's membership in Sister Cities International; and
  - d. Conduct other activities necessary to establish and operate a program to ensure relationships with the Sister City; and
  - e. Perform any other function that would further the goals of the City.
- (2) The collection and expenditure of funds by the Sister City Committee shall be under the direction of ~~the City Manager and City Council~~ CAB and pursuant to budgeting and

accounting procedures currently established by City ordinance and related policies, state law and other applicable regulations.

### **3-10-1100P PART 1100 - WEST VALLEY CITY UTAH CULTURAL CELEBRATION CENTER ADVISORY BOARD**

#### **3-10-1101. WEST VALLEY CITY UTAH CULTURAL CELEBRATION CENTER ADVISORY BOARD.**

- (1) There is hereby created the Utah Cultural Celebration Center Advisory Board (UCCC Advisory Board).
- (2) The UCCC Advisory Board shall consist of up to 13 members, which shall be appointed by the City Manager with the advice and consent of the City Council. **Members shall serve two (2) year terms.**

#### **3-10-1104. OPERATIONS.**

- (1) As allowed by this Ordinance, the Bylaws and other applicable law, and with the prior approval of the City Manager, the UCCC Advisory Board may:
  - a. Seek out methods of encouraging cultural and ethnic understanding and
  - b. Conduct other activities necessary to establish and operate a beneficial program or program(s) at the UCCC; and
  - c. Perform any other function that would further the purposes described in this Section.
- (2) The collection and expenditure of funds by the UCCC Advisory Committee shall be under the direction of ~~the City Manager and City Council~~ **CAB** and pursuant to budgeting and accounting procedures currently established by City ordinance and related policies, state law and other applicable regulations.

### **3-10-1200P PART 1200 ADVISORY BOARD GOVERNANCE.**

#### **3-10-1201. APPLICATION.**

All advisory boards created by this Chapter shall be governed by this Section. **If the provisions of this Section and any advisory board bylaws conflict, the provisions of this Section shall govern.** ~~Any Bylaws in existence at the effective date of this Ordinance are hereby repealed.~~

#### **3-10-1204. ELECTIONS.**

- (1) A chairperson shall be appointed by the City Manager with the advice and consent of the City Council annually

(2) Election of additional officers shall be held at the first annual meeting of the Board. Elections shall be by ye or nay and a majority of the board shall be required to cast their vote for a valid election.

(3) Additional officers shall include a vice chair and a secretary. Other officers may be elected as determined by the advisory board.

~~(4) Each office shall be held for a one year term.~~

### **3-10-1207. VOTING.**

(1) Each **voting** member of a board shall have one vote in equal weight. All voting shall be by voice vote provided however that the chairperson may call for a roll call vote.

(2) A quorum shall consist of a majority of the members, **except CAB, for which a quorum shall consist of four (4) voting members.**

### **3-10-1208. PROPERTY OF THE CITY**

**All work product of each advisory board is property of the City regardless of the medium.**

**Section 4. Severability.** If any provision of this Ordinance is declared to be invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

**Section 5. Effective Date.** This Ordinance shall take effect immediately upon posting in the manner required by law.

**PASSED and APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

WEST VALLEY CITY

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY RECORDER